

MEETING: Meeting of Kingswood Town Council
DATE & TIME: Wednesday 14th June 2023 at 7.00pm
PLACE: Kingswood Civic Centre, High Street, Kingswood, Bristol, BS15 9TR

Chairman: Stephen Forsythe
Councillors: Alison Evans
Richard Bentham
Ken Rabone
Alex Massey
Maria Ingram – Cotton
Liam Davis
Sandie Davis
James Corrigan
Diane Bentham
Vicky Robinson
Rafick Ackbar
Sean Rhodes
Leigh Ingham

Also Present: Interim Clerk

In Attendance: 1 member of the public

01.06.23	<p><u>Election of Chair</u></p> <p>Members to elect a chair for the municipal year 2023.24</p> <p>Resolved: To elect Stephen Forsythe as the Chair for the municipal year 2023.24</p>
02.06.23	<p><u>Election of Vice Chair</u></p> <p>Members to elect a vice chair for the municipal year 2023.24</p> <p>Resolved: To elect Vicky Robinson as the Vice Chair for the municipal year 2023.24</p>
03.06.23	<p><u>Apologies for absence and to consider the reasons given</u></p> <ul style="list-style-type: none">• Matthew Palmer <p>Resolved: To note the apologies</p>
04.06.23	<p><u>Declarations of interest</u></p> <p>Members to declare any interest they may have in agenda items in accordance with the requirements of the Council's Code of Conduct.</p> <ul style="list-style-type: none">• To receive written requests for dispensation for disclosable pecuniary interests.• To grant any request for dispensation as appropriate. <p>No items declared.</p>


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05.06.23	<p><u>Minutes</u></p> <p>Members resolved to approve the minutes of the Kingswood Town Council Meeting held on 31st May 2023 as a true and accurate record.</p>
06.06.23	<p><u>Work Program for the Municipal Year 2023.24</u></p> <p>Members considered any action required</p> <ul style="list-style-type: none"> • Standing Committees and Terms of Reference –No committees to be set up at this time. • Staffing arrangements – The clerk advised that a quote had been obtained for the recruitment of a Town Clerk – Delegated to clerk to appoint Reg Williams for the recruitment process of a Town Clerk. • Email and postal address for Kingswood Town Council – Delegated powers given to the clerk to source and action. • ICT resource – Delegated powers given to the clerk to source and purchase all required ICT provision. • Banking arrangements and signatories – Resolved to open an account with Unity Trust bank – Delegated powers given to the clerk to apply and open the account – signatures for the account to be: Stephen Forsythe Alison Evans Richard Bentham Maria Ingram – Cotton James Corrigan Sean Rhodes • Planning applications/consultation - Ward Councillors will review and flag up any planning applications for Kingswood Town Council and report to the members at the meeting. • Website and Logo – Preferred supplier - Aubergine – Obtain quotes for comparison – Sean Rhodes to run a consultation and competition and obtain designs for a logo and report back to the next meeting. • Councillor training – Look at slides and prepare a training session – ask South Glos as well if they can do any training i.e planning. • Delegated authority for spending – Already allocated on each agenda item. • Forward plan – Antonia Clarke/ John Severs from South Glos ask for a presentation at the next meeting about the regeneration program. • Finance software – Obtain quotes and report back to the next meeting.
07.06.23	<p><u>Updates from the Clerk</u></p> <p>Members received a verbal update from the clerk on the points below.</p> <ul style="list-style-type: none"> • Councillor induction packs circulated to the new members • Budget information circulated • Quotes obtained for a council laptop and set up • Look at insurance needed.

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Meeting Closed: 20.27pm

Signed as a True Record.....

Date.....12/7/2023.....